

SAN DIEGO POLICE DEPARTMENT
1400 'E' Street MS 735 SAN DIEGO, CA 92101
(619) 531-2250
POLICE PERMIT RENEWAL APPLICATION

«Business»
«StreetAddress»
«CityStateZip»

PERMIT TYPE: HHP
PERMIT NO.: «PermitNumber»
EXPIRATION DATE: «RenewalDate»
BUS. ADDRESS:
«SecAddress»

*** THIS APPLICATION MAY BE REPRODUCED AS REQUIRED ***

BUSINESSES - A separate, complete application must be submitted for each partner, owner or corporate officer or the renewal cannot be processed.

Applicant's Full Name _____ Date of Birth _____
Last First Middle
Title _____ Sole Owner Partnership Corporation LLC

Residence Address _____ City & Zip _____

Res. phone () _____ Bus. phone () _____ Social Security No. _____

Other Names(s) Used _____

Driver License # /State _____ / Race _____ Sex _____ Weight _____ Height _____ Hair _____ Eyes _____

PLEASE PROVIDE THE FOLLOWING:

1. Completed application(s) must include full information on all owners, partners, and/or corporate officers.
2. Renewals **must** be done in person at Police Permits and Licensing, 1400 E St.
 - a) A **copy** of your current **Business Tax Certificate** from the City Treasurer's Office.
 - b) Proof of completion of **12 continuing education hours** from any **state-approved school**.
 - c) A **copy** of your liability insurance policy declaration page (showing dollars amounts of coverage.)
 - d) Proof of National Certification – this is the actual certificate that shows the date your certificate expires. (You must bring in the original certificate, not a copy).
 - e) Cash, check or money order payable to **CITY TREASURER** in the amount of \$190.00 (\$175.00 renewal fee and \$15.00 photo fee).

List any criminal conviction(s) within the last year. Expunged convictions must be listed per 1203.4(a) P.C. (Do not include Traffic Violations.)

I declare under penalty of perjury that the statements made on this application are true and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application and that I am subject to prosecution per 11.0401(b) of the San Diego Municipal Code. I am aware that all fees are non-refundable. The right of reasonable inspection shall be a condition for issuance of a police permit. If a permit is issued, representatives of the police department will have access to the business premises during business hours which may include entry into the non-public portion of the premises. IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO RENEW THE PERMIT **NO LATER THAN 10 DAYS** AFTER THE EXPIRATION DATE. FAILURE TO RENEW ON TIME WILL RESULT IN PENALTY FEES (\$25 PLUS 10% OF THE REGULATORY FEE). IF A RENEWAL IS NOT COMPLETED WITH ALL FEES AND PENALTIES PAID **WITHIN 30 DAYS** AFTER THE PERMIT EXPIRATION DATE, THE PERMIT EXPIRES AND ACTIVITIES ALLOWED BY THE PERMIT MUST CEASE. A PERMITTEE MUST THEN BEGIN THE APPLICATION PROCESS AS A NEW APPLICANT (SDMC §33.0308).

Applicant's Signature Date APPROVED DENIED Reviewing Officer Date